

FREDERICK COUNTY
Local Emergency Planning Committee (LEPC)
Meeting Agenda

DATE: December 16, 2013

TIME: 8:30am

LOCATION: Public Safety Training Facility, Conference Room #126
5370 Public Safety Place
Frederick, MD 21704

CALL TO ORDER:

- Introduction and welcome of LEPC members and guests

MEETING MINUTES

- Action on previous meeting minutes

COMMITTEE REPORTS:

- External Standing Committee
- Internal Standing Committee

OLD BUSINESS:

- Calendar Year 2013 LEPC Exercise/Incident
- 2013 Grant Funds

NEW BUSINESS:

- LEPC Grant Eligibility Certification Statement
- National Response Center Notification(s)
- Nominations for officers¹ (CYs 2014 – 2015)
 - Chair
 - Vice Chair
 - Community Emergency Coordinator
 - Public Information Officer
 - Secretary
- 2014 Membership²
- Discussion regarding meeting frequency

ROUNDTABLE DISCUSSION:

- Issues/events pertinent to the mission of the LEPC

¹ Duties of each position attached.

² Current list of voting members attached

LEPC OFFICER DUTIES

- **Chair**
 - The powers and duties of the Chair shall be to preside at meetings of the LEPC, appoint such standing or ad hoc subcommittees as shall be needed to conduct the business of the LEPC, serve as the (nonexclusive) spokesperson for the LEPC, act as the coordinating official with the SERC, and have such other powers and duties as are customary for the presiding officer on similar committees and boards.
- **Vice Chair**
 - The powers and duties of the Vice Chair shall be to preside over meetings of the LEPC in the absence of the Chair, and to carry out such other duties as may be directed by the Chair.
- **Community Emergency Coordinator**
 - The Community Emergency Coordinator shall coordinate LEPC activities with all involved parties, including government agencies, business and industry, and voluntary organizations in hazardous materials planning. Emergency notifications to the Community Emergency Coordinator as required in 42 U.S.C Section 11004 (b) (1) are to be made to Frederick County, MD, 9-1-1 center.
- **Public Information Officer**
 - The Public Information Officer shall prepare and distribute information to the public and broadcast and print media on LEPC activities and news, provide public notice of the availability of plans and other information and update the LEPC website.
- **Secretary**
 - The Secretary shall keep a written record of all business transacted by the Board, give notice to all members of all meetings, keep on file all official records of the committee, certify all records and reports of the LEPC, and serve notice of all hearings and public meetings.

LEPC 2013 VOTING MEMBERS

Elected State and Local Officials

Blaine Young, President of the Board of County Commissioners
Karin Tome, Mayor, City of Brunswick
Randy McClement, Mayor, City of Frederick
Lori Depies, County Manager
Michael Chomel, Senior Assistant County Attorney
~~Tom Meunier, Director, Division of Public Works (DPW)~~
Robert Shen, Department Head, Department of Highways and Transportation, DPW
Robin Santangelo, Public Information Officer, Office of the County Manager

Law Enforcement

Chief Milt Frech, Brunswick Police Department
Sheriff Chuck Jenkins, Frederick County Sheriff's Office
Captain Dave Martin, Frederick County Sheriff's Office
Chief Thomas Ledwell, Frederick Police Department
Lt. Dennis Dudley, Frederick Police Department
Officer First Class Joseph Palkovic, Frederick Police Department
Lt. Todd May, Maryland State Police
Chief Gregory Eyler, Thurmont Police Department

Civil Defense

Jack Markey, Director, Division of Emergency Management
Seamus Mooney, Director, Department of Emergency Preparedness
Steve Cooper, Department of Emergency Preparedness
Clarence Jewell, Director, Department of Emergency Communications

Firefighting

~~Tom Owens, Director, Division of Fire and Rescue Services (DFRS)~~
~~Richard Himes, DFRS Bureau Chief of Professional Services, DFRS~~
~~Doug Orner, Director, Volunteer Fire and Rescue Services~~
Brian Wheeler, ~~Acting~~ Chief, Fort Detrick Fire Department
C. Dewey Foreman Jr., Haz-Mat/Technical Rescue, Independent Hose Company No.1

Health

Dr. Barbara Brookmyer, Health Officer, Frederick County Health Department
Barbara Rosvold, Director of Public Health Preparedness, Frederick County Health Dept.

Hospital

Philip Giuliano, Security Manager, Frederick Regional Health System
Greg Gautney, Security Supervisor, Frederick Regional Health System

Community Groups

Nicholas Geier, Executive Director, Frederick County Chapter, American Red Cross
Judy Peterson, Frederick County Chapter, American Red Cross
Todd Johnson, Assistant Director, Frederick Community Action Agency

Owners and Operators of Facilities

Mary Chizmar, Fort Detrick
Patrick MacKenzie, Fort Detrick
Garth Phoebus, Fort Detrick
Bryan Malseed, SAIC

Broadcast and Print Media

None